VILLAGE OF SARANAC LAKE BOARD OF TRUSTEES
REGULAR MEETING AGENDA 5:30PM
Monday March 11, 2019
Roberts Rules of Order will be in Effect for this Meeting

AUCTION OF 400 BROADWAY 4:00PM
steps of Town Hall 39 Main Street

A. CALL TO ORDER PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. SPECIAL GUEST -St. Joseph's Addiction Treatment & Recovery Center

D. AUDITING
a. Pay Vouchers
b. Approve Minutes 2-25-19 and 2-27-19

E. PUBLIC COMMENT PERIOD
John Dimon

F. CORRESPONDENCE- Notice Franklin County Local Development Corporation, Monthly Report Police Department, Letter Todd Smith

G. ITEMS F0R BOARD ACTION

BILL	**31**	**2019**	**CDBG Small Business Grant Application**
BILL	**32**	**2019**	**Amend PTAB By-Laws**
BILL	**33**	**2019**	**Appoint PTAB Members**
BILL	**34**	**2019**	**Contract Addendum**

H. OLD BUSINESS

I. NEW BUSINESS

J. ITEMS FOR DISCUSSION

K. EXECUTIVE SESSION - The proposed acquisition/sale/lease of real property when publicity might affect value

K. MOTION TO ADJOURN

RULES FOR PUBLIC HEARING COMMENTS AND PUBLIC COMMENT PERIOD OF MEETINGS

1. **Anyone may speak to the Village Board of Trustees during the public comment period of a public hearing or the public comment period of the meeting.**
2. **As a courtesy we ask each speaker to give their name and address.**
3. **Each speaker must be recognized by the chairperson before speaking.**
4. **Individual public comment is limited to 5 minutes and may be shortened by the meeting chairperson.**
5. **When a meeting is attended by a group of people who share the same or opposing views on a public comment topic, the chair may require that the group(s) designate not more than two spokespersons and limit the total time public comment to 5 minutes for each point of view or side of an issue.**
6. **Individual time may not be assigned/given to another.**
7. **A public hearing is meant to encourage resident comment and the expression of opinion, not a direct debate, nor should a commenter be intimidated by a village board rebuttal, therefore public hearings are limited to public comment and should a village response be asked by individuals the response shall be generally given after the public hearing during the village board regular meeting, or subsequently, by telephone or letter, unless factual in nature where the facts are fully known by staff, in which case a village official may respond.**
8. **All remarks shall be addressed to the board as a body and not to any individual member thereof.**
9. **Interested parties or their representatives may address the board at any time by written or electronic communications.**
10. **Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste.**

Please note- During the course of regular business, discussion and commentary is limited to board members and village staff only. We ask for this courtesy, for the board and staff to conduct their business and discussion without interruption. All village board members and staff are available after the conclusion of a meeting for one on one discussion.

Village of Saranac Lake 39 Main Street, 2nd Floor Suite 9 • Saranac Lake, NY 12983-2294 • Phone: (518) 891- 4150 • www.saranaclakeny.gov

The Village of Saranac Lake will auction 2 parcels of land, tax map 446.43-2-3 and 446.43-2-4 also known as 400 Broadway, Saranac Lake. The auction will take place March 11, 2019 at 4:00pm on the steps of the Harrietstown Town hall, 39 Main Street Saranac Lake NY 12983. Both parcels must be purchased. The minimum bid is $75,000 for the combined two parcels. A 10% nonrefundable deposit must be submitted at the close of the auction. The Village will provide a quick claim deed to the property. The purchaser must be able to close in 30 days. All costs of transferring title to the property shall be borne by the purchaser. A map of the properties and a recent appraisal of the properties are available at www.saranaclakeny.gov or at the Village Office 39 Main Street Suite 9, Saranac Lake NY. Sealed bids for less than the minimum bid must bid submitted to the Village Clerk before commencement of the live auction and in the event of no minimum bid during the same, shall be opened and considered by the village at a time of its choosing after the close of the auction. Sealed bids will be opened after the live auction if the minimum bid was not offered.

REGULAR MEETING OF THE BOARD OF TRUSTEES
February 25, 2019

ROLL CALL FOR REGULAR MEETING: Present: Mayor Clyde Rabideau
Trustees: Paul Van Cott, Richard Shapiro and Melinda Little.
Absent: Trustee Patrick Murphy
Also present: Village Manager, John Sweeney, Village Treasurer, Elizabeth Benson and Community Development Director, Jamie Konkoski, Water/Waste Water Chief Operator, Kevin Pratt and Village Clerk, Kareen Tyler.
Everyone stood for the pledge of allegiance.

AUDITING:
Chair Rabideau called for a motion to approve payment for the 2019 budget
$190,574.12 voucher number 11040820 to 11040908 complete detail of these vouchers is attached and made part of these minutes.
Motion: Van Cott Second: Little
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Chair Mayor Rabideau called for a motion to approve minute of 2-11-2019
Motion: Little Second: Van Cott
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

PUBLIC COMMENT PERIOD:
A group introduced a new event for July 20, 2019. Attached and made part of these minutes is an outline of the event.

CORRESPONDENCE: New York Parks and Recreation Letter regarding the Hotel Saranc being nominated to the National Register of Historic Places.
Chair Rabideau called for motion to accept and place on file the above referenced correspondence.
Motion: Shapiro Second: Van Cott
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

ITEMS FOR BOARD ACTION:
Bill 24-2019 Support Senator Betty Little's Bill Civil Service Law Allowing Retired State Police to Work as Part-time Police
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Van Cott Second: Shapiro
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Bill 25-2019 Select Engineer for Wastewater Treatment Plant Distribution & Secondary Process Upgrades- AES Engineering
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Little Second: Shapiro
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Bill 26-2019 Section 3 Compliance Plan
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Little Second: Van Cott
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Bill 27-2019 Travel and Training Sewer Plant Employee
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Little Second: Shapiro
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Bill 28-2019 Sign Cleaner, Greener Communities Multi County Implementation Plan
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Unanimous first and second motion
All in favor

Bill 29-2019 Support for Citizens Advocates
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Van Cott Second: Little
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Bill 30-2019 Travel and Training Code Enforcement Officer
A copy of the bill is attached and made part of these minutes
Chair Mayor Rabideau called for a motion.
Motion: Little Second: Van Cott
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

OLD BUSINESS:
None
NEW BUSINESS:.
None
ITEMS FOR DISCUSSION:
Mayor Rabideau thanked Trustee Shapiro and Franklin County Legislator Lindy Ellis for their work on another success Snowshoe event.

MOTION TO ADJOURN
Chair Rabideau called for a motion to adjourn
Motion: Little Second: Van Cott
Roll Call: Little yes Murphy absent Shapiro yes Van Cott yes

Respectfully submitted,
Kareen Tyler, Village Clerk

SPECIAL MEETING OF THE BOARD OF TRUSTEES
February 27, 2019

ROLL CALL FOR SPECIAL MEETING: Present: Deputy Mayor Paul Van Cott
Trustees: Melinda Little , Richard Shapiro and Patrick Murphy.
Mayor Rabideau recused himself prior to the meeting.
Also present: Village Manager, John Sweeney, Village Treasurer Elizabeth Benson and Village Clerk Kareen Tyler

EXECUTIVE SESSION:
Chair Deputy Mayor Van Cott called for a motion to enter into executive session for – proposed, pending, or current litigation.
Motion: Little Second: Murphy
Roll Call: Little yes Murphy yes Shapiro yes

Chair Deputy Mayor Van Cott called for a motion to return to regular session.
Motion: Murphy Second: Little
Roll Call: Little yes Murphy yes Shapiro yes

MOTION TO ADJOURN
Chair Deputy Mayor Van Cott called for a motion to adjourn
Motion: Shapiro Second:Little
Roll Call: Little yes Murphy yes Shapiro yes

Respectfully submitted ,
Kareen Tyler, Village Clerk

FRANKLIN COUNTY LOCAL DEVELOPMENT CORPORATION
355 West Main Street, Suite 428, Malone, New York 12953 • www.franklinida.org • (518) 483 - 9472

Franklin County Main Street Program
2019 Saranac Lake & Tupper Lake Project
March 6, 2019 Update

1. The application form for the Franklin County Main Street Program is now available online at https://www.franklinida.org/MainStreet. Applications are due by **Monday, April 8, 2019** at **3PM**. Applications must be completed as a fillable .pdf. **Handwritten applications will not be accepted**. Applications must be submitted via web form at https://tinyurl.com/y389ffuy.

2. You are invited to attend one of the following information sessions to learn more about the program and the application process:

   Saranac Lake
   Tuesday, March 12 5-6PM
   Saranac Lake Village Offices
   39 Main Street

   Tupper Lake
   Wednesday, March 13 5-6PM
   Tupper Lake Village Offices
   53 Park Street

3. Projects must be located within designated target areas, comply with design guidelines and standards for the community and must be transformative. Projects will be scored on criteria on visual impact, commercial impact, residential impact, readiness, and alignment with local & regional plans.

4. For more information contact:

   Jeremy Evans, AICP
   Chief Executive Officer
   Franklin County LDC
   (518) 483-9472
   jevans@franklinida.org

5. In addition to FCLDC staff, the Village of Saranac Lake and Village of Tupper Lake Directors of Community Development are available to answer questions regarding the program and assist you with developing a strong application.

   Jamie Konkoski, AICP
   Community Development Director
   Village of Saranac Lake
   (518) 891-4150
   comdev@saranaclakeny.gov

   Melissa McManus, CEcD
   Director of Community Development
   Village of Tupper Lake
   (518) 335-9680
   tupperlakecommunitydevelopment@gmail.com

Saranac Lake Police Department

1 Main Street
Saranac Lake, NY 12983-1795

Telephone: (518) 891-4428
Fax: (518) 891-6321

SARANAC LAKE POLICE DEPARTMENT – ACTIVITY REPORT

03/5/19

February 2019

Total Calls for service:	*191
Total Arrests:	11
Mental Hygiene Law Arrests: (Included in total)	3
Accident Investigations:	16
DWI:	3

Administrative:

Policed Winter Carnival Parade
Policed Winter Carnival opening and closing fireworks
Policed Winter Carnival Kiddie Parade
Officer Brown initiating second phase of DARE in SLCS

Equipment:

Purchased 3 tactical ballistic vests with Federal Grant Funds

Notable Incidents: Patrolman MacDonald assisted the St. Lawrence County Sheriff's Office with the investigation of a bank robbery, committed at gun point, in Hermon, NY. Patrolman MacDonald's information gathering was crucial in the identification and arrest of the suspect.

Special Events:
Planning for St. Patrick's Day Parade

*Calls for service do not include walk-ins at the station, traffic stops, parking tickets, other interaction with the public which does not necessitate documentation.

RPOF

John Sweeney
Village of Saranac Lake
39 Main Street, Ste. 9
Saranac Lake, NY 12983

Re: salted snow

John.

Hope this note finds you well in 2019.

I'd like to see if we can get to the bottom of a 12 year issue you and I have never really had a chance to solve. I have written most years proactively and as well most years with a tone of anger regarding the manner in which our property is treated when it comes to the salted sand that is blown or pushed into our yard. Many people just consider it woods but it is actually a well planned well maintained natural landscape.

A few years back we put a significant amount of money into reestablishing the screen barrier with native shrubs which we set back 10' or more. Most all of these are dead now. While there is no way to prove it, it is for sure part in parcel to the snow removal habits of the village.

You have told me in the past that you reserve the right to blow snow into our yard in an emergency and as well that you have the right to the first 10 feet of our yard. When I have asked you for clarification on that you never followed up. I happen to not agree with that statement nor think it just. In most other places in the village snow is traditionally plowed to the side and removed by front end loader. On our street (perhaps for convenience) it is most times just blown into the yard. Most recently reveling that its up to 25' or more into our gardens (see attached and note the dead/dying newly planted pine. The brown you see on the snow is the sand line that was blown into our yard, not just dirt coming through from the bottom).

Can we together get to some agreement. I would like to see that no sow be blown into our yard especially if it contains salt or sand. We should not be treated any differently than others and if there are other options and we request it ... we should be worked with to insure our efforts in keeping a nice landscape are not thwarted by your efforts to more easily keep streets clear of snow.

You also know how I feel about the dangers of Catherine street and still encourage you to consider making it a one way street and placing a service of stop signs at the intersection of Marshall. It only really makes sense. Combine that with closing it in the winter and we would really never need to have conversations again about it. These efforts have been done in the past and have been successful so lets please work together so my wife and I can remove just one set of anxieties of many we face living in that area.

At some point I will have to think that this is being done on purpose, given the length of our dialogue on this matter.

Sincerely,

Todd Smith
202-460-2812

cc: john Sweeny

Business of the Village Board
Village of Saranac Lake

SUBJECT: CDBG Small Business Grant Application Date: 03-11-19

DEPT OF ORIGIN: Trustee Murphy Bill # 31 -2018

DATE SUBMITTED: 03-07-19 EXHIBITS: _____

APPROVED AS TO FORM:

_____ _____
Village Attorney Village Administration

EXPENDITURE REQUIRED	AMOUNT BUDGETED:	APPROPRIATION REQUIRED

Resolution authorizing the Community Development Department to submit an application to the Community Development Block Grant (CDBG) Small Business Assistance Program on behalf of Early Dawn Confections.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE SHAPIRO _____

TRUSTEE MURPHY _____

TRUSTEE VAN COTT _____

TRUSTEE LITTLE _____

RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE CDBG SMALL BUSINESS ASSISTANCE PROGRAM ON BEHALF OF EARLY DAWN CONFECTIONS

WHEREAS, the NYS CDBG Small Business Assistance Program provides resources to eligible communities to foster small business development as vehicle for sustainable economic development and growth while providing jobs that benefit low-and-moderate-income persons; and

WHEREAS, CDBG Small Business Assistance funding is provided for uses such as purchase of equipment, building construction and renovation, working capital and inventory; and

WHEREAS, Early Dawn Confections (S. Jill and Mark Zagrobelny) seek to apply for funding through the NYS CDBG Small Business Program to request up to $50,000 towards the renovation and establishment of a bakery at 28 Woodruff Street; and

WHEREAS, the Village is an eligible applicant for CDBG Small Business Assistance program; and

WHEREAS, eligible applicants must apply on behalf of the businesses seeking NYS CDBG funds; and

WHEREAS, submitting and application on behalf of Early Dawn Confections would align with one of the goals of the Village's Downtown Revitalization Strategy: create a downtown environment that attracts new private and public and private investment, that attracts workers and where a diverse range of locally-owned businesses flourish; and

NOW, THEREFORE BE IT RESOLVED, the Village of Saranac Lake Board of Trustees authorizes the Community Development Director to work with Jill and Mark Zagrobelny of Early Dawn Confections to submit an application to the CDBG Small Business Assistance Program seeking up to $50,000.

Business of the Village Board
Village of Saranac Lake

SUBJECT: Amend PTAB By-laws

Date: 03/11/19

DEPT OF ORIGIN: Community Dev.

Bill # 32-2018

DATE SUBMITTED: 03/07/19

EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED: $

AMOUNT BUDGETED: $

APPROPRIATION REQUIRED: $

SUMMARY STATEMENT:

A resolution to amend the Parks and Trails Advisory Board by-laws to allow up to nine (9) voting members.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE SHAPIRO _____

TRUSTEE MURPHY _____

TRUSTEE VAN COTT _____

TRUSTEE LITTLE _____

RESOLUTION TO CHANGE THE NUMBER OF MEMBERS ON THE PARKS AND TRAILS ADVISORY BOARD AMEND THE BY-LAWS

WHEREAS, the Village has received four letters of interest from qualified individuals interested in serving on the Village of Saranac Parks and Trails Advisory Board but the board has only two vacancies; and

WHEREAS, the current by-laws of the Parks and Trails Advisory Board currently allow for a maximum of seven (7) members; and

WHEREAS, the members of the Parks and Trails Advisory Board recommend appointing all four interested individuals to the board based on their skills, interests and backgrounds; and

WHEREAS, the current members of the Parks and Trails Advisory Board recommend changing section IV- Membership of the by-laws to allow for a maximum of nine (9) voting members;

NOW, THEREFORE BE IT RESOLVED, the Saranac Lake Village Board of Trustees hereby changes the maximum number of voting members on the Parks and Trails Advisory Board from seven to nine and amends the by-laws to reflect this change.

Village of Saranac Lake
PARKS AND TRAILS ADVISORY BOARD

BY-LAWS

I – NAME
The name of the advisory board shall be the Parks and Trails Advisory Board, hereinafter referred to as the "Advisory Board."

II – PURPOSE
The purpose of the Advisory Board is to make recommendations to the Saranac Lake Village Board on policy and implementation that support and promote healthy lifestyles through healthy infrastructure. "Healthy infrastructure" is the connection between facilities for walking, bicycling and physical fitness as an integrated part of transportation, recreation, community quality of life and economic vitality.

III – DUTIES
The Advisory Board shall have the power and be required to:

1) Act in advisory capacity in matters pertaining to recreation and transportation so as to promote and support healthy lifestyles.

2) Consider the Village budget for parks, recreation, leisure and transportation, making recommendations with respect thereto to the Village Manager.

3) Assist in the planning of recreation and transportation initiatives; promote and stimulate public interest therein; and seek cooperation of public and private entities.

4) Develop recommendations that integrate pedestrian and bicycle travel into a Complete Streets plan to enable safe access for all users.

5) Make recommendations regarding healthy infrastructure improvements needed in the Village.

6) Advocate for the implementation of adopted plans and policies related to healthy infrastructure.

IV – MEMBERSHIP
The Board of Trustees for the Village of Saranac Lake shall appoint a Parks and Trails Advisory Board of no more than nine (9) voting members each serving two-year, staggered terms; who shall not be paid officers or employees of the village; and who shall serve without compensation. Appointments shall be made in an effort to represent a variety of recreation, health, leisure and wellness activities as well as diversity with respect to age, ability, race and gender. The ideal membership would be: 1 active pedestrian; 1 active cyclist; 1 representative of wellness; 1 representative of accessibility; 4 representatives of recreational activities or related

businesses. One non-voting member shall be the Village Manager or his/her designee. The Village Board may remove any member of the Advisory Board for misconduct or neglect of duty. Vacancies on the Advisory Board occasioned by removal, resignation or for any other cause shall be filled for the remainder of the term by the Village Board of Trustees upon recommendation of the Advisory Board.

Any voting member appointed to the Advisory Board is automatically removed from the Board upon filing with the Clerk of the Village of Saranac Lake, the official roster indicating failure to comply with the attendance policy for advisory boards.

Qualifications: Resident of the Village of Saranac Lake. Exception to this residency requirement will be made if specific expertise is desired by the Saranac Lake Village Board of Trustees.

Department/Staff Liaison: Saranac Lake Village Manager

V – OFFICERS

Officers of the Board shall consist of a Chairperson, a Vice-Chairperson and a Secretary. The term of office shall be one year beginning October 1st through September 30th.

The nomination of the Advisory Board's Chairperson, Vice-Chairperson and Secretary shall come from the floor in either a voice or paper ballot. Appointment of the nomination will be decided by a simple majority vote.

The Chairperson shall lead the meetings and is responsible for developing the Board agendas and notices. The Chairperson is also responsible for developing the Advisory Board Annual Workplan.

The Vice-chair shall assist the Chair in leading the meetings. If the Chair cannot attend a meeting, the Vice-chair shall lead the meeting.

The Secretary will be responsible for taking and developing meeting minutes. Staff/ interns to the Board shall assist in the development of the Board's Annual Workplan, meetings, agendas, minutes and notices. The Secretary shall take attendance at all meetings.

VI – MEETINGS

1) By-Laws

The Advisory Board shall conduct an organizational meeting to determine its bylaws, including, but not limited to: a regular meeting schedule; protocols for quorum or consensus; attendance policy; unscheduled absences and the appointment of officers. The Village Board requires that meeting minutes be submitted to the Village Clerk following each meeting.

2) Regular Meetings

The Parks and Trails Advisory Board is an advisory committee to the Board of Trustees of the Village of Saranac Lake and is subject to the open meetings law. Public notice of all Advisory Board meetings shall be posted at least 24 hours in advance and all meetings shall be open to the general public. Individuals and organizations wishing to speak before the Advisory Board shall adhere to rules set forth by the Advisory Board in its bylaws.

The Advisory Board shall meet as often as necessary in order to meet its responsibilities. However, regular Board meetings shall be held once each month. There shall be in place a mandatory attendance policy. All Advisory Board members must be present at a minimum of ten (10) of the regularly scheduled monthly Board meetings. Special meetings may be called by the Chairman or a majority of the Board with seven (7) days advance written notice to members.

An Advisory Board member is considered in attendance at a regular Board meeting when said member is present for at least two-thirds of the total length of the meeting. Board members can attend by telephone conferencing; however, they will be unable to vote and cannot be counted in the quorum.

At all meetings of the Advisory Board, the presence in person of one more than half of the Advisory Board shall constitute a quorum for the transaction of business. In the absence of a quorum, those present may, without notice other than by announcement at the meeting, recess the meeting from time to time, until a quorum shall be present. At any such recessed meeting any business may be transacted which might have been transacted at the meeting as originally called.

At all meetings of the Advisory Board at which a quorum is present, all matters, except as otherwise expressly required by law or these By-laws, shall be decided by the vote of a majority of the members of the Board present.

All voting Advisory Board members, including the Chair of the Board, must vote on all official actions taken by the Board unless when there appears to be a possible conflict of interest with a member or members of the Board.

3) Conflict of Interest

Prior to the vote being taken, member(s) must publicly state to the Advisory Board the nature of his or her interest in the matter on which the vote is taken. Within fifteen days of the vote, the member(s) shall disclose the nature of his or her interest as public record.

VII – STAFF/ INTERNS

The Board will rely on staff provided by the Village of Saranac Lake. Staff shall assist the Officers of the Advisory Board and Board-designated subcommittees in fulfilling their duties and responsibilities.

VIII – SUBCOMMITTEES

Subcommittees shall be designated by the Chairperson as necessary to investigate and report on specific subject areas of interest to the Board.

IX – CONDUCT OF BUSINESS

The Advisory Board and committees serving the Board shall conduct business in accordance with Robert's Rules of Order, latest revised edition except when in conflict with these By-laws.

X - Public Input

Individuals/organizations wishing to address the board should contact the chair at least one week prior to the meeting to be placed on the agenda. As time permits, the board will set aside 10 minutes immediately following the chair's call to order for those individuals/organizations wishing to comment that are not on the official agenda. Written comments may be submitted at any time and will be duly noted in the minutes of the next regular meeting.

XI– ADOPTION AND AMENDMENT

These By-laws shall be adopted by a majority vote of the Board members present at a regular meeting provided they have been distributed to each member at least seven (7) days prior to the date of the meeting.

These By-laws may be amended by a majority vote of the Board members at a regular meeting provided that the proposed amendments have been distributed to each member at least seven (7) days prior to the day of the meeting.

XII – CERTIFICATION

The undersigned hereby certifies that he/she is the Chair of the Parks and Trails Advisory Board (PTAB) to the Village of Saranac Lake and that the foregoing is a full, true, and correct copy of the By-laws of this Board as adopted by the Parks and Trails Advisory Board on

November 3, 2009.

Signed_____

Business of the Village Board
Village of Saranac Lake

SUBJECT: PTAB Members

Date: 03/11/19

DEPT OF ORIGIN: Community Dev.

Bill # 33-2019

DATE SUBMITTED: 03/07/19

EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED: $

AMOUNT BUDGETED: $

APPROPRIATION REQUIRED: $

SUMMARY STATEMENT:

A resolution to appoint Ashley Milne, Dwight Stevenson, Jimmy Cunningham, and Steve Langdon to the Parks and Trails Advisory Board.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE SHAPIRO _____

TRUSTEE MURPHY _____

TRUSTEE VAN COTT _____

TRUSTEE LITTLE _____

RESOLUTION TO CHANGE THE NUMBER OF MEMBERS ON THE PARKS AND TRAILS ADVISORY BOARD AMEND THE BY-LAWS

WHEREAS, the Parks and Trails Advisory Board has vacancies as a result of the expiration of two terms that were served by Jordanna Mallach and Maria DeAngelo; and

WHEREAS, the current member of the Parks and Trails Advisory Board have reviewed four letters of interest that were received from qualified individuals interested in serving on the Village of Saranac Parks and Trails Advisory Board; and

WHEREAS, the members of the Parks and Trails Advisory Board recommend appointing all four interested individuals to the board based on their skills, interests and backgrounds; and

NOW, THEREFORE BE IT RESOLVED, the Saranac Lake Village Board of Trustees hereby appoints Ashley Milne, Dwight Stevenson, Jimmy Cunningham, and Steve Langdon to the Parks and Trails Advisory Board.

Ashley Milne

[redacted]
Saranac Lake, NY 12983
[redacted]
[redacted]

January 28, 2019

Jamie Konkoski
Community Development Director
The Village of Saranac Lake
39 Main Street
Saranac Lake, NY 12983
comdev@saranaclakeny.gov
518-891-4150 Office ext. 235

Dear Ms. Konkoski,

I am excited to hear from Jeremy Evans that the Village of Saranac Lake is looking to find a Board Member in the Parks and Trails Advisory Board. I believe I would be a great fit for the board. Let me explain a couple reasons why I believe I would be a great fit:

Background

I have background working in policy at the state, national, and international level. I worked for a Member of the New York State Assembly in Albany, for a Congresswoman on Capitol Hill, and for a Member of the Scottish Parliament in Edinburgh, Scotland. This background has helped me understand how policy affects nations on a grand scale, and how it also affects individuals on a micro scale. Through this, I believe I could support Saranac Lake in developing a more pleasing environment for every individual, resident, and visitor to enjoy.

Passion

I also have an immense passion for Parks and Trails. The experience of living in Scotland opened my eyes to an entirely new way of living, especially because I was able to walk and ride my bike everywhere in the city. I believe Saranac Lake could be as accessible as Edinburgh, and I would love to be on the advisory board to make this a reality. I know the website says that the purpose of the committee is to, "make recommendations to the Saranac Lake Village Board on policy and implementation that support and promote healthy lifestyles through healthy infrastructure." Again, I would like to make healthy lifestyles a priority because I enjoy taking my two-year old son on walks and bike rides around the area. I would like to ensure he continues to have a beautiful, sustainable place to grow and thrive.

I would love to talk to you further about why I believe I would make a great addition to the board. I would love to discuss it further with you either in person or over the phone.

Thanks again for reading this and I look forward to hearing back from you.

Regards,

Ashley

[illegible]

[illegible]

[illegible]

Dwight Stevenson
[redacted]

February 14, 2019

To Whom It May Concern:

This letter is to signal my interest in being the Saranac Lake School District affiliated representative on the Saranac Lake Parks and Trails Advisory Board. I moved to Saranac Lake in the fall of 2017 to teach middle school social studies. Moving to Saranac Lake was one of the easiest decisions of my life as the Adirondacks had been calling to me since I first began coming to these wild lands as a scout when I was young.

Beyond being affiliated with the school district, I also bring several years of municipal government and community board experience to the table. During the four years I spent in Canton, NY, from 2013 to 2017, I was elected to two terms on the Canton Village Board, and served on the Canton Community Fund board. During my tenure on the Canton Village Board I was active on a number of parks and trail oriented permanent and ad hoc committees. I helped the Village of Canton draft and voted to adopt a Complete Streets Policy in February 2016. I was involved with the early stages of both the Grasse River Blueway Trail Plan and the Canton Master Trail Plan which were finished after I had left Canton for Saranac Lake.

Thank you for giving my interest in serving on the Saranac Lake Parks and Trails Advisory Board consideration. It would be an honor to put my passion for Saranac Lake and experience with municipal government and planning to service.

Best,
Dwight Stevenson

January, 2019

Jamie Konkoski
Community Development Director
Village of Saranac lake
Saranac Lake, NY 12983

Dear Jamie,

I was recently approached by Tyler Merriam regarding a vacancy on the Parks and Trails Advisory Board in Saranac Lake. I am specifically interested in this joining this advisory board because I have been a village resident since 2001 and value outdoor spaces that provide recreational opportunities for locals as well as visitors throughout the year. I believe my regional familiarity of Saranac Lake, combined with my profession as Director of Wilderness Recreation Leadership at North Country Community College makes me a good fit for this position.

Feel free to contact me if the position is still vacant. I look forward to hearing from you. Thank you for your consideration.

Sincerely,

Jimmy

Jimmy Cunningham
[redacted]
[redacted]
[redacted]

Stephen F. Langdon
[redacted]

Parks and Trails Advisory Board
c/o Community Development
Village of Saranac Lake
39 Main Street,
Saranac Lake, NY 12983

February 5, 2019

Board Members,

I am writing to express my interest in serving as a member of the Village of Saranac Lake Parks and Trails Advisory Board. I believe that my past and current professional experience would be an asset to the board.

I have worked both professionally and as a volunteer on trails design, construction, maintenance, and use monitoring on state and private lands in the Adirondacks since 1991. Twelve years of this was with the New York State Department of Environmental Conservation focusing on recreation resources on State Lands including hiking trails, ski trails and snowmobile trails. Later, I worked with the Uihlein Foundation in 2007 and 2008 on design and construction of the popular Henry's Woods trail in Lake Placid and more recently provided consulting services on trail development opportunities there.

In addition to my trail work experience, I am trained as a botanist and hold a graduate degree in ecology from the SUNY College of Environmental Science and Forestry. With this educational background I feel I can provide unique insights on interpretation/education opportunities of biological resources within the village.

I am a resident of the Village of Saranac Lake and an avid outdoor enthusiast. I grew up in Elizabethtown, Malone and Plattsburgh and my family is from this region for many generations. I appreciate the wide-ranging recreational opportunities that are available to residents and visitors to our village and I would be honored to serve the Village in this capacity.

Thank you for considering my interest as a board member.

Best,

Stephen F. Langdon

[redacted]

Business of the Village Board
Village of Saranac Lake

SUBJECT: Contract Addendum

Date: 03/11/19

DEPT OF ORIGIN: Community Dev.

Bill # 34-2019

DATE SUBMITTED: 03/87/19

EXHIBITS:

APPROVED AS TO FORM:

Village Attorney

Village Administration

EXPENDITURE REQUIRED: $	AMOUNT BUDGETED: $	APPROPRIATION REQUIRED: $

SUMMARY STATEMENT:

A resolution to approve a proposed contract addendum for general advisory services related to preparation of the Grant Agreement between the Village and the Saranac Lake Resort if the CDBG Economic Development funding is awarded.

MOVED BY: _____ SECONDED BY: _____

VOTE ON ROLL CALL:

MAYOR RABIDEAU _____

TRUSTEE SHAPIRO _____

TRUSTEE MURPHY _____

TRUSTEE VAN COTT _____

TRUSTEE LITTLE _____

RESOLUTION TO APPROVE A PROPOSED CONTRACT ADDENDUM FOR GENERAL ADVISORY SERVICES IF CDBG ECONOMIC DEVELOPMENT FUNDING IS AWARDED

WHEREAS, the Village submitted an application for CDBG Economic Development funding on behalf of the Saranac Lake Resort; and

WHEREAS, the Village has a contract with CT Male for the preparation of the CDBG Economic Development program application and related environmental review; and

WHEREAS, if the CDBG Economic Development funding is awarded the Village will need to prepare a Grant Agreement between the Village and the Saranac Lake Resort; and

WHEREAS, CT Male has provided a proposed contract addendum for General Advisory Services related to the preparation of the Grant Agreement; and

WHEREAS, if the CDBG Economic Development funding is awarded to the Village on behalf of the Saranac Lake Resort, the Village will be eligible for Administrative funds that can be used to cover the proposed fee for General Advisory Services;

NOW, THEREFORE BE IT RESOLVED, the Saranac Lake Village Board of Trustees hereby approves the proposed contract addendum for General Advisory Services provided by CT Male for the preparation of the Grant Agreement and other related documents to be provided by the Village to the Saranac Lake Resort if the CDBG Economic Development funding is awarded.

C.T. MALE ASSOCIATES
Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C.

50 Century Hill Drive, Latham, NY 12110
518.786.7400 FAX 518.786.7299 www.ctmale.com

March 7, 2019

Village of Saranac Lake
39 Main Street
Saranac Lake, NY 12983

Attn: Ms. Jamie Konkoski, AICP, Community Development Director

Subject: **Proposed Contract Addendum for General Advisory Services**
NYS-CDBG Economic Development Program

Dear Jamie:

After discussing the next steps with the Saranac Lake Resort Project and the Village's possible CDBG Award forthcoming from the OCR, I am providing the Village a cost for additional **General Advisory Services** related to preparation of the Grant Agreement and related documents to be provided by the Village to the Saranac Lake Resort Owner LLC (Owner) if the CDBG Economic Development funding is awarded.

In addition, if it suits the Village to utilize my assistance for other grant-related matters as they may come up during the implementation of the Project and with respect to the Village's and Owner's compliance with various CDBG performance and reporting milestones, I am providing a separate hourly rate that could be employed by the Village, as needed, for other grant administrative services during the life of the Award.

Grant Agreement / "Closing Documents" Preparation – C.T. Male will assist the Village with preparation of the Grant Agreement and related documents to be executed by the Village and the Owner to secure the awarded CDBG funding and outline the responsibilities of each party with respect to performance of CDBG and Project requirements. (*This does not include preparation of lien security instruments or other legal documents that would normally require a licensed Attorney to prepare).

- Lump Sum Fee of $1,500

Other Grant Administration / General Advisory Services – As desired by the Village, C.T. Male will assist with additional administration or program delivery services necessary for the Village (and/or the Owner) to comply with CDBG Program regulations and specific grant conditions established for this Project, including such activities as, grant reporting, fiscal monitoring, drawdown preparation, the required "second" Public Hearing, and preparation or review of CDBG Files for eventual OCR monitoring.

- Jim Thatcher, Manager, Community Development, $150 / Hour

I have definitely enjoyed working with the Village on this Project. I look forward to helping Saranac Lake fully implement the pending CDBG Award in support of the Resort Project to meet all CDBG requirements and ensure the Project meets expected job goals and stays on schedule in terms of the grant period provided by the OCR.

Upon the Village's acceptance of this Proposed Contract Addendum, it will be attached to the existing executed Contract between C.T. Male Associates and the Village of Saranac Lake, dated **January 7, 2019**.

Feel free to contact me if you have any questions about this Proposal.

Sincerely,
C.T. MALE ASSOCIATES

Jim Thatcher, Manager, Community Development
j.thatcher@ctmale.com

Accepted By:
VILLAGE OF SARANAC LAKE

_____

Dated: _____